



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE  
REFER TO FILE: **PJ-1**

July 25, 2002

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**EAST LOS ANGELES LIBRARY REPLACEMENT PROJECT  
APPROVE REVISED PROJECT BUDGET  
ADOPT AND ADVERTISE  
AWARD SUPPLEMENTAL AGREEMENT  
SPECS. 5455; C.P. 77395; C.P. 77398  
SUPERVISORIAL DISTRICT 1  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND THE  
COUNTY LIBRARIAN THAT YOUR BOARD:**

1. Adopt plans and specifications for the construction of the East Los Angeles Library Replacement Project at an estimated construction cost between \$3,973,600 and \$5,463,700 funded by net County cost, and instruct the Executive Officer to advertise for bids to be received and opened on September 10, 2002, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).
2. Award and authorize the Director of Public Works to execute Supplemental Agreement 5 with Gruen Associates to provide artwork and management services for a not to exceed fee of \$76,900 and establish the effective date following Board approval.
3. Approve the revised project budget of \$7,800,000 for the East Los Angeles Library Replacement Project detailed in Enclosure A.

## **PURPOSE/JUSTIFICATION FOR RECOMMENDED ACTION**

The new 26,300-square-foot library will replace the existing 14,800-square-foot facility to meet current and projected community needs to the year 2020. This project is part of the Preferred Concept Plan which was approved by your Board on December 21, 1999, for the East Los Angeles Civic Center Renovation Project. The library will be constructed on the site formerly occupied by the East Los Angeles Municipal Court building, which was demolished in March 2001. Following completion of the new library, the existing library building will be renovated and used by various County departments and other agencies to establish satellite offices to provide services to the East Los Angeles community.

The new East Los Angeles Library is one of the components of the East Los Angeles Civic Center Renovation Project, which is planned to be constructed in phases using four separate construction contracts. During the design process, we determined that construction could be completed more efficiently if certain grading, landscaping, and site improvements were constructed by the library construction contractor, rather than being included in the other phases. Including these improvements in this project increases the budget for the library by \$600,000 and decreases the budget of the remainder of the Civic Center by the same amount.

Gruen Associates is the architect for the East Los Angeles Civic Center Renovation Project, and as part of its scope, is administering the civic art program for the Civic Center campus. To ensure the continuity of the new library's mural with other art installations planned within the Civic Center, we propose that Gruen provide management oversight and contract with the artist to design, fabricate, and install the library mural for a not to exceed fee of \$76,900. Gruen's original contract value was \$1,127,816. Under delegated authority, Public Works executed Supplemental Agreements 1 through 4 increasing the contract value by \$148,288 to a total of \$1,276,104. Approval of Supplemental Agreement 5 with Gruen increases its total contract amount to \$1,353,004.

The project includes additive alternates that will be included if the lowest responsible bid is below the estimated construction cost. The lowest bidder will be determined by adding the lump sum base bid and all additive alternates for a total bid. The additive alternates include:

1. Decorative Paving in place of concrete along the entryway
2. Upgrade flooring in the lobby to Dimensional Stone Tile
3. Vinyl wall covering located in various areas of the library
4. Stainless steel railing in the atrium
5. Two computer counters in the circulation hallway

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

These actions are consistent with the County's Strategic Plan Goal of Service Excellence as the proposed improvements will enhance the delivery of public services to the residents of East Los Angeles. This action is also consistent with the Goal of Fiscal Responsibility as it is an investment in public infrastructure.

Also, the renovation and redevelopment of the East Los Angeles Civic Center is an integral component of the Strategic Plan for Municipal Services to Unincorporated Areas. One of the plan's objectives, under Action Plan A, is the piloting of at least one civic center facility model in an unincorporated areas of Los Angeles County by Fiscal Year 2004-05. The plan recommends East Los Angeles as that pilot's site. As a facility model, the East Los Angeles Civic Center will assemble County municipal services in a "one-stop" setting, with departments working collaboratively as a joint venture to increase the convenience and speed of services.

### **FISCAL IMPACT/FINANCING**

Public Works' fair construction cost estimate for the project is between \$3,973,600 and \$5,463,700.

The total project cost, including plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, and County services is currently estimated at \$7,800,000, which is \$600,000 more than the \$7,200,000 previously approved by your Board on March 14, 2000. The increase provides for the design, management, and construction of site improvements surrounding the library. These site improvements were

formerly planned to be constructed in one of the three other construction contracts planned as part of the East Los Angeles Civic Center Renovation Project. However, during the design process, we determined that including certain grading, landscaping, hardscape, and utility work as part of the library construction would allow for more orderly construction.

The library mural is an element of this project and will cost \$76,900, which includes Gruen's management fee. The library budget includes \$45,392 for purchasing the mural. The remaining \$31,508 will be funded from the East Los Angeles Civic Center Renovation Project, C.P. 77398.

Sufficient appropriation is available in the Fiscal Year 2002-03 Capital Projects budget, C.P. 77395, to fund this project. The reallocation of \$600,000 from the East Los Angeles Civic Center Renovation Project (C.P. 77398) to the East Los Angeles Library Replacement Project (C.P. 77395) was included in the Fiscal Year 2001-02 Capital Projects budget for the design, management, and construction of site improvements surrounding the library. The project budget is detailed in Enclosure A.

#### Operating Budget Impact

To be fully operational the new library would require additional staff and maintenance above those available at the existing library. The current staffing at the existing library will be transferred to the new library; however, no increased funding is currently available in the Public Library budget or in the General Fund to support increased operating costs.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The schedule for completing the design was extended by approximately 13 months. The project was temporarily put on hold while the campus architect, Gruen, was selected in order to assure compatibility between the architecture of the new library and the renovated campus. It also allowed the project team to obtain additional input from the community regarding the design of the library. The current project schedule is detailed in Enclosure A.

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to demonstrate a proven record of hiring Greater Avenues for Independence Program participants or attest to a willingness to consider GAIN participants for future employment.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

### **ENVIRONMENTAL DOCUMENTATION**

A Mitigated Negative Declaration for the East Los Angeles Civic Center Renovation Project, including the new library, was approved by your Board on July 25, 2000.

### **CONTRACTING PROCESS**

On March 14, 2000, your Board authorized Public Works to award a design and consultant services agreement to Charles Walton for the East Los Angeles Library Replacement Project for a total not to exceed fee of \$499,950. On May 22, 2001, Public Works, under delegated authority, supplemented this agreement in the amount of \$40,000 for a total contract value of \$539,950 to provide design and construction administration services for additional site improvements in the area surrounding the new library.

On February 20, 2001, your Board authorized Public Works to execute an agreement with Gruen to provide architectural/engineering design and consultant services for the East Los Angeles Civic Center Renovation Project for a not to exceed fee of \$1,127,816. Additionally, four supplemental agreements, for a total amount of \$148,288, have been executed under delegated authority to provide a lake improvement study, civic art program,

additional surface parking design, and lake improvement design. As part of Gruen's scope for Supplemental Agreement 2, two Calls to Artists were advertised to solicit proposals for the East Los Angeles Civic Center and East Los Angeles Library for civic art work. The recommended Supplemental Agreement 5 for \$76,900 will allow Gruen to contract with and oversee the artist for the design, fabrication, and installation of the Library Art Program, increasing the value of Contract PW-12298 from \$1,276,104 to \$1,353,004.

Advertising for bids will be in accordance with County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

Following receipt of bids, scheduled for September 10, 2002, we will return to your Board for construction contract award.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Office of Small Business website.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach program and by monitoring the good faith efforts of bidders to utilize CBEs.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

In order to reduce disruption of the facilities and services provided at the Civic Center, the renovation of the campus is planned in five stages of which the library is the fourth. The library construction will be concurrent with the second stage, renovation of the park and lake. The site of the new library is presently vacant, and the existing East Los Angeles Library will remain in full operation until the new library is opened. Also, the project specifications require the contractor to coordinate its construction schedule with the daily functions and activities that occur within the East Los Angeles Civic Center to minimize disruptions to County services.

The Honorable Board of Supervisors  
July 25, 2002  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Public Library, and Public Works.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

MARGARET DONNELLAN TODD  
County Librarian

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Enc. 2

cc: County Counsel  
Department of Social Services (GAIN Program)

July 25, 2002

**ENCLOSURE A**

**EAST LOS ANGELES LIBRARY REPLACEMENT PROJECT  
APPROVED REVISED PROJECT BUDGET  
ADOPT AND ADVERTISE  
AWARD SUPPLEMENTAL AGREEMENT  
SPECS. 5455; C.P. 77395**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>	<b>Revised Completion Date</b>	<b>Actual Completion Date</b>
Award Design Contract	03/07/00		03/14/00
Execute Design Contract	03/16/00		03/23/00
Schematic Design	07/27/00		08/14/01
Design Development	10/12/00		10/15/01
Construction Documents	03/08/01		03/22/02
Jurisdictional Approvals	06/14/01		07/24/02
Construction Award	10/02/01	10/29/02	
Construction Start	10/11/01	11/07/02	
Substantial Completion	10/10/02	11/06/03	
Final Acceptance	11/14/02	02/04/04	



## II. PROJECT BUDGET SUMMARY

Budget Category	Board Approved Project Budget	Delegated Authority Revised Budget	Impact of this Action	Current Project Budget
Plans and Specifications				
Basic Design Services	\$ 298,454	\$ 298,454	\$ 0	\$ 298,454
Construction Administration	84,179	84,179	0	84,179
Consultant Services	23,317	23,317	0	23,317
Additional Services	92,000	132,000	0	132,000
Reimbursable Services	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ 0</u>	<u>\$ 2,000</u>
Total A/E Contract	499,950	539,950	0	539,950
Design Contingency	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ (20,000)</u>	<u>\$ 5,000</u>
Total Plans and Specifications	\$ 524,950	\$ 564,950	\$ (20,000)	\$544,950
Plan Check and Jurisdictional Reviews	\$ 39,981	\$ 39,981	\$ (3,000)	\$ 36,981
Construction				
Construction Contract	\$ 4,902,297	\$ 4,902,297	\$ 509,091	\$ 5,411,388
Change Orders (10 percent)	490,230	490,230	50,909	541,139
Subtotal	<u>\$ 5,392,527</u>	<u>\$ 5,392,527</u>	<u>\$ 560,000</u>	<u>\$ 5,952,527</u>
Public Art *	<u>\$ 45,392</u>	<u>\$ 45,392</u>	<u>\$ 0</u>	<u>\$ 45,392</u>
Total Construction	\$ 5,437,919	\$ 5,437,919	\$ 560,000	\$ 5,997,919
Equipment	\$ 551,922	\$ 551,922	\$ 0	\$ 551,922
Other Consultant Services	\$ 92,000	\$ 52,000	\$ 35,000	\$ 87,000
Miscellaneous Expenditures	\$ 18,634	\$ 18,634	\$ (6,634)	\$ 12,000
County Services	\$ 534,594	\$ 534,594	\$ 34,634	\$ 569,228
<b>TOTAL</b>	<b>\$ 7,200,000</b>	<b>\$ 7,200,000</b>	<b>\$ 600,000</b>	<b>\$ 7,800,000</b>

\* The supplemental agreement with Gruen for public art \$31,508 will be funded by the East Los Angeles Civic Center Renovation Project, C.P. 77398.

July 25, 2002

**ENCLOSURE B**

**EAST LOS ANGELES LIBRARY REPLACEMENT PROJECT  
ADOPT AND ADVERTISE**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE  
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<b><u>SD</u></b>	<b><u>SPECS</u></b>	<b><u>PROJECT</u></b>	<b><u>BID DOC. FEE</u></b>	<b><u>DATE OF BID OPENING</u></b>
1	5455	East Los Angeles Library Replacement Project 4837 East Third Street Los Angeles, CA 90022	\$ 50	09/10/02

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, 1st Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in Conference Room D, 1st Floor, at 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess B license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en Español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, the Department can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 S. Fremont Ave.), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 S. Ave. Fremont), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de Lunes a Jueves de las 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,  
dated August 6, 2002.

Specs. 5455

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES